

Appendix O

Outside Activity Providers

Prior to accessing outside activity providers (that is, activity providers not affiliated with your school board) for instruction (for example, climbing activities, trampoline gym) on or off school site, it is important to reference your school board criteria.

REQUIREMENTS OF THE EDUCATOR

- Seek and receive principal approval via school board field trip procedure form.
- Check that the activity provider meets board requirement for third party liability insurance.
- The activity provider must be given a copy of the relevant Ontario Physical Education Safety Guidelines Fundamentals of Safety and activity page(s).
- Check that activity provider can accommodate identified students with special needs and students with medical conditions.
- Prior to the activity, the following must be communicated to parents/guardians in writing: details of the activity, risks associated with activity, location, means of transportation used, and student expectations (precautions students are supposed to take related to environmental factors, if applicable). A consent form must be received giving the student permission to participate.
- The risks associated with the activity must be outlined to the students along with procedures to follow to minimize risks.
- The teachers must be present, through the entirety of the activity, to supervise the participants and activity.

THE OUTSIDE PROVIDER IS TO ADHERE TO BOARD/SCHOOL PROTOCOL

For example:

- The activity provider must provide proof of recent criminal reference check.
- The activity provider must provide evidence of knowledge, expertise, certification (where applicable) of the activity to be provided.
- The activity provider must agree to abide by the requirements of the Ontario Physical Education Safety Guidelines outlined in the Fundamentals of Safety and relevant activity page(s). In a situation where the activity provider enforces a higher standard, this standard applies.
- The activity provider must guarantee that they can accommodate students, listed, with special needs and medical conditions.
- The risks associated with the activity must be outlined to the students along with procedures to follow to minimize the risks at activity site.